Goal 2 Resource Team STG
March 4, 2008

12:30 – 2:30: Meet in workgroups from and record updates below

3:00 – 4:00: Assign times to agenda items
_5 min__ Individual Budgeting Update: Gerald presented briefly and will have completed report for the April meeting. He will present options and lead the discussion to obtain input. .
_1 min__ Review Meeting Dates/Times – through June
_30 min__ Committee Reports (see below)
____Timeline – check on items with Jan and Feb time
_15 min__ Communication Update (see below)

Item; Discussion/Comments; Next Steps: who, what, when

Policies and Regulations Workgroup

Goal 2 Team Member Attendees: Julie Stanley (Office of Community Integration), Lee Price (DMHMRSAS), Kristen Burhop (OSHHR), Karen Lawson (DMAS), Molly Huffstetler (VDA), Keith Kessler (Self-Advocate), Cynthia Smith (DMHMRSAS), Paige McCleary (VDSS), Eric Williams (DMHMRSAS)
Invited Guests: Doug Harris and Chris Durrer (VDH), Helen Leonard (DMAS), Lynne Williams (VDSS), Doug Newsome, Priscilla Scherger, Susan Elmore, Margaret Walsh, Leslie Anderson, and Wendy Brown (DMHMRSAS)

Welcome and Introductions
Julie Stanley opened the meeting, welcomed everyone and thanked them for attending. She gave a brief overview of the purpose of the meeting. All attendees introduced themselves and stated whether they had heard of STG or PCP. Several of the invited guests had heard little or nothing about STG or PCP.

Overview of the Systems Transformation Grant (STG)
Julie Stanley and Karen Lawson gave a brief overview of STG and provided attendees with an STG power point handout (attached) and related materials. Other materials distributed were:
- *"Transforming Virginia's System of Long Term Supports for Individuals: Three Key Initiatives,*
- The STG Mission and Vision Statement;
- Exhibits 2 and 8 from the STG Strategic Plan (Strategic Planning and Implementation flow charts, respectively);
- Goal 2 Excerpts from the STG Strategic Plan Logic Model and Implementation Plan Exhibits.
Molly Huffstetler also discussed STG Goal 1 and information about No Wrong Door and Easy Access.

Overview of STG Goal 2: Person-Centered Practices (PCP), Self Direction and Individual Budgeting
As a part of Karen's presentation, all three Goal 2 objectives and the current status of each were explained.
- PCP Principles and Guidelines, Glossary and Profile Tool
- Keith Kessler gave an overview of the history of PCP and explained that "person-centered" is the opposite of "service-centered." Eric Williams discussed the DMHMRSAS PCP Leadership Team. He provided attendees with draft handouts on Person Centered Principles, a PCP glossary, and an example of the profile tool or individual support plan. Eric explained the draft profile tool in detail. The group reviewed the profile tool and discussed its application across populations. It is hoped that the tool will be tested with a various populations soon.
- Priscilla Scherger commented that the tool was comprehensive and seems consistent with the DMHMRSAS WRAP program. She suggested that it may need to be tweaked for individuals with mental health challenges who have required participants in their treatment planning.
- Why Review Regulations, Policies and Procedures for Consistency with PCP?
- Keith discussed examples of how state agency regulations can be modified to include PCP language and concepts. He highlighted some of the suggested changes, such as using the term "individual" instead of "consumer," "client," victim," "participant," recipient," and so forth.
- Julie stressed that no special regulatory action is being requested, but rather that all agencies modify their regulations as they come up in due course for periodic review.
- DMHMRSAS Licensing Regulations: An example of what can be done
- Leslie Anderson provided an example of how DMHMRSAS Licensing regulations incorporate PCP definitions and principles. Margaret Walsh also provided examples of PCP contained within the Human Rights regulations, and stated that she now has ideas for further changes based on today's meeting and the glossary that was distributed.

Next Steps
Julie asked the guests how the Goal 2 regulations workgroup could be of assistance to them. One suggestion was to help them work on simplifying regulatory language, while recognizing the need to incorporate legally necessary language. Julie offered the assistance of the Goal 2 Resource Team to agencies during the periodic reviews of their regulations.

There will be no regulations group meeting in April, as the full Resource Team will meet on 4/8 from 1:30-4:30 for an individual budget presentation and discussion.
The meeting was adjourned at 3:00 p.m.

Present: Carolyn Turner, Cheri Stierer, David Meadows, Dawn Machonis, Eileen Hammar, Gail Rheinheimer, Katherine Lawson, Marcia Guardino, Tera Yoder

RESOURCE BANK
Members each reported on the documents and links that they had each agreed to review. We used the website format to view the documents as we discussed them (www.vcu.edu/partnership/selfdirection - then click on Goal 2 Resource Team (STG) at the bottom of the left-hand column).

The following are comments, changes needed, and next steps:
- *Principles & Practices*: Eileen reported. We agreed that the document was ready for distribution with the following changes: move principles 2 and 3 (Tera will do); be sure that appropriate grant info is included; take to STG workgroup. Tera will also revise the PP presentation prepared by Eric and Gail and add graphic to "match" the booklet.

- *Person Centered Booklet*: Dawn reported. A few changes were recommended Since this was developed as part of the Rebalancing grant, both grants will be noted. Dawn also agreed to continue to work on a draft of the material geared toward an audience of people with intellectual disabilities.

- *Glossary:* Katherine, Keith reviewed. Katherine reported since Keith was in the policies and regulations group for this meeting. A few changes were made and it will remain in draft form. Eileen agreed to review the DMAS document with definitions and see if there are changes we need to make to definitions or additional terms we need to include.

- *Virginia IndividualSupport Plan and ppt:* Eric, Keith, Carolyn, Molly, Dawn & Katherine all reviewed the document. Eric made some additional minor changes. This version will be field-tested with individuals with intellectual disabilities (OMR), individuals with physical disabilities (Marcia and Carolyn), and seniors (Marcia and Carolyn). Molly will also identify providers who support seniors for "field-testing." Each group will report back in May on progress, suggestions, recommended changes, etc.

- *Assessment tools:* Molly, Marcia & Carolyn: This item was briefly discussed and it will be continued as it was not finalized and reviewed. (From Feb notes that will be addressed as the tool is reviewed) "How will people who don't use words to communicate or who can't read or understand the assessment tools, be able to take part?" Marcia and Carolyn will look at the assessment developed for individuals' plans/lives with the audience of individuals with intellectual disabilities in mind.

- *Web links: C*heri, Katherine, David each provided comments and made suggestions for additions. We reviewed several additional sites and added at least 3 to the original list. Dawn will add these to the list. Katherine will look into ways to link Virginia sites that contain PC materials/info.

TRAINING
- We added a training category to the web page listed above and post the training documents that were developed by the OMR PCP training team. The training outline developed by the STG group was also added. A revised plan will be developed by OMR and P'ship staff members with greater specificity as to training content, dates, locations, etc.
- Dawn and Eileen drafted a PP presentation for senior awareness – the committee briefly reviewed this content and felt that it was "on target" and that it should continue to be refined. Eileen and Dawn will meet with Molly to review.
- We want to consider posting the various ppt and presentations that the STG group does. (We will check with the STG workgroup to see if we can post these at the next STG workgroup meeting). Not sure who volunteered to collect these and check on posting (Tera will check with Kristin).

Other Agenda Items for Today-
~Communication Plan: The team will meet in a focused discussion with Jean Tuller to discuss a long range plan. The PowerPoint of STG, MFP and the State Profile Tool continues to be presented to numerous audiences. Evaluations have been positive and the presentation can be adapted to meet the needs of various groups.

The team is also working on another slideshow to help represent how all the projects link together. A six month plan is to develop a brochure geared to agencies, preparing them for how it will affect them. The STG website is still in process.

~Karen Lawson will be replacing Teja on the Goal 2 Resource Team for now.

Present today: Carolyn, Cheri, Cynthia,

Next meeting date: April 8: 1:30 – 4:30 at